



Notre Dame

CATHOLIC SIXTH FORM COLLEGE

Business CTEC Level 3

1. View our courses [here](#)

2. Exam board specification: <https://www.ocr.org.uk/qualifications/cambridge-technical/business/units/#level-3>

Each Unit has a separate specification. They can all be accessed by following the above link.

Unit 1 The Business Environment is studied by all students and includes the key concepts you need to learn. The specification for this unit can be accessed via the following link:

<https://www.ocr.org.uk/Images/294523-the-business-environment.pdf>

3. Suggested reading list, websites, pod casts, films etc.

My Revision Notes: Cambridge Technicals Level 3 Business (Book by Diane Mitchell and Dianne Wainwright)

Useful websites (these are just a small sample):

- Tutor2u.net – useful for notes and quizzes to help understand the different business concepts
- BBC Bitesize – go to the GCSE section and there are plenty of notes and tests to help you understand the different business concepts
- You Tube – plenty of useful videos available

4. A summer learning activity/task

There are lots of terms and concepts you need to learn and understand in this subject. Use the internet (or any printed resources) to research and learn what is meant by the following:

- Financial terms: Revenue, Costs, Profit, Break-even, Cash Flow
- Organisational Structures: Flat, Tall, Matrix, Centralised, Decentralised
- Economic Factors: Interest Rates, Exchange Rates, Inflation
- Ethical Factors: Ways a business can act ethically, corporate social responsibility



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Test yourself on these different terms and concepts, using the quizzes that are available on the internet.